

Questions and Answers at the Webinar Sep. 15, 2016
“2016-2017 School Data Matching for Lead Screening Requirement”
Thursday, September 15th, 2016 ~ 9:00 to 10:30 AM

All the questions that were asked at the Sept. 15 webinar are responded in this document. However, some questions were edited for clarity purposes and others were omitted to avoid repetition. The questions have been organized by topic.

Secure e-mail

1. If I already have a secure email account with my local Department of Public Health, can I use that account to send you the information?

IDPH will send secure email reminder with the Excel template to the email we have in our contact list. If this email comes to the same email that has the secure email account, then you can use the account you already have. If the email we sent was to a different account, you have to create a secure mail account for this email and reply with an excel template.

2. Has the secure email with the link already been sent out?

The initial secure email with the link was sent out on September 15th. Subsequent secure emails with links will be sent out every 10 days. You will need to respond to the latest secure email.

3. If your district has one central secretary submitting separate kindergarten rosters for each building, does this person have to have a secure account? Does each school nurse also maintain a secure account?

Here is how it works! If the school district decides that the secretary or any other person is the one in charge for submitting the enrollment of kindergarteners of different schools/buildings, that particular person must have a secure account. In this case, the school nurses will not need to have a secure e-mail account because they will not report data. Once IDPH gets back to the secretary or person in charge with the list of non-tested children, this person should be able to only forward the information that pertains to the school nurse of that specific school.

Excel sheet

4. Can the information be copied from an existing Excel sheet and pasted onto your form/template?

Yes, the template we are using is Excel 97-2003 Workbook which is compatible with other Excel formats.

5. Can you import the data for the Excel spreadsheet from JMC?

We are not familiar with JMC. Sorry, we can't answer this question.

6. Is there ability to transfer files into the spreadsheet, or does it need to be filled out student by student?

You can copy and paste the names of the students from other formats, as long as you fill the columns out with the required information and in the order provided.

7. So, we list all the Kindergarten students? Is there a yes or no tab on the spreadsheet if they have had a blood lead test?

No, there is not a tab to record if the students received a blood lead test or not. The two tabs included in the spreadsheet is the low risk and religious exemptions. If at the time of filling out the spreadsheet, the school receives notarized certificates for any of these two exemptions, then an X needs to be marked in the respective column.

8. I just want to clarify, we cannot upload the info from PowerSchool onto the spreadsheet, correct?

If PowerSchool allows you to copy the student data, you can paste the names of the students with their respective information from other format, as long as you fill the columns out with the required information and in the order provided.

9. Do the list of students need to be alphabetized?

No, you don't need to alphabetize the name or last name of your students.

School districts

10. If our district covers more than one county and kindergarten schools are in separate counties but in same school district, do we need to submit separately?

No, you don't need to separate the spreadsheets and/or submissions by county or school. You can list all the students of your school district in the same spreadsheet. However, you will need to enter the correct school name and county for each list of students that belong to that particular school and county.

If you wish to separate your list of students by schools and/or counties, you can also do it. However, you can only send one spreadsheet per secure e-mail at a time.

11. If we cover more than one district they can go on the same spreadsheet is that correct? They are just separated by the district code number correct?

Yes, you are correct. If you cover more than one school district and want to list all the students in the same spreadsheet, you will be able to do it, because those students will be differentiated by school name and school district number.

12. My district code covers 4 counties. We submitted electronically last year, but map shows that 2 of our counties did not submit electronically, which seems inaccurate. Why?

The map shown in the PowerPoint presentation reflects the location of the blood lead tests we received from parents and schools after the notification of non-tested children.

This map doesn't show the counties that submitted the school data. This may explain why your other two counties were not seen in the map.

Lead screening

13. Do you have a record of students being tested for lead in another State?

Typically, we don't receive records of students tested in other states. We may receive some. There is not obligation for other states to report blood lead tests to our department.

14. I have requested a parent to take the child for testing. Do public health clinics do this, or only the physician clinic?

Not all public health clinics do blood lead testing and only few Childhood Lead Poisoning Prevention Programs (CLPPPs) do the test if the child is 5 years old or younger. Parents should consult with their primary physicians/pediatricians where to have a blood lead test for their children which more likely be covered by their insurances. If they don't have a way to pay for a blood lead test, refer them to Rossany Brugger at (515) 281-3225 or at Rossany.brugger@idph.iowa.gov

15. If we have a student's blood lead level (BLL) but you don't have that result in your database, how do we get that to you and what info do you need (result, provider, etc.)? If you are a health provider/lab and have a blood lead test that we don't have, you need to send this information via secure e-mail. Here is the contact person for you to set up a secure e-mail account: janet.lemmermann@idph.iowa.gov Note that this account is different from the secure e-mail provided to school nurses. If you are a school nurse, the department does not require or encourage you to submit copies of blood lead test results. This is a responsibility of the medical providers or laboratories that complete the test.

Age to report data

16. Do we include kids in Jr. Kindergarten? For the Department of Education purposes they are considered kindergartners. It would mean including them 2 years in a row. Chapter 67 of Administrative Code 641, "Blood Lead Testing" requires schools reporting the list of enrolled kindergartners, age 6. We have accepted younger students, five years-old mostly, when these students have been funded as kindergartners. If you report younger students, you will still need to report them when they reach kindergarten.

Communication with parents

17. Could you please reinforce that any questions should be sent to IDPH, do NOT contact local PH to request lead results
We will be sure that parents do not bother you with phone calls requesting blood lead results. We will work on the letter for parents with specific instructions on what to do.

18. We submit the names to your department, then do you return to us the ones that need the testing?

Yes, you need to fill out the spreadsheet with the names of all your enrolled kindergartners and other required information. Then we will get back to you with the list of children who, according to our records, need a blood lead test. Next, you will need to send a letter to the parents of those children. We will facilitate this letter to you. Finally, you will not need to follow up on the blood lead tests unless your school decides to do it.

19. Is there a generic letter to send to parents whose children still need lead testing or you cannot find a record of it being completed? Would there be in different languages?

Especially Spanish?

Yes, we will elaborate the generic letter for parents with the specific recommendations on what to do. We will translate the content in Spanish.

Comments

20. Seriously, do you think our time grows on trees??? It was much easier to email the Excel spread sheet we have done in the past. I don't have the time to mess around with all of your specifics. I also have nurses in 9 different schools. I assume I am going to have to submit for ALL of these nurses since I am the contact person which I do not have time to do. In the past THEY were able to submit. Much, much easier the old way. Don't be surprised if your response compliance drastically drops with this new method.

This process may sound more complicated than what may be. Yes, we are adding a big component here which is the creation and use of a secure e-mail to submit your school data. We had to make this decision because the regular e-mail wasn't and will not be safe enough to protect your information. We will walk you through this process and if we need to sit down with you one by one to obtain your data, we will do it.

21. Wouldn't it be easier to state parents need to provide this report to the school upon their child coming to kindergarten instead of later? Many parents have a kindergarten physical done, to give them this info that a lead test is needed after that it most likely won't get done.....

Chapter 67 of IAC 641 doesn't give the authority to the schools or IDPH to require blood lead tests for kindergartner's enrollment. As the code states now, no kindergartner will be kept out of school if didn't have a blood lead test.

We applaud the proactivity of several schools that have started requesting blood lead tests, but again the code doesn't require it.